**NORTH SOUTH UNIVERSITY**

**Center of Excellence in higher Education**

**The first private university in Bangladesh**

**School of Business and Economics**

**Department of Management**

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| **Course Name:** | Production Management |
| **Course Code**  **& Section No:** | MGT 314 |
| **Semester:** | Spring 2017 |

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| Instructor & Department Information | |  |
| 1. **Instructor Name:** | Khan Muhammad Saqiful Alam | |
| 1. **Office** | NAC 867 | |
| 1. **Office Hours:** | ST – 12 00 to 1 00; 3 20 to 4 20; MW – 1 30 to 2 30; 4 20 to 5 20 | |
| 1. **Office Phone:** | 6075 | |
| 1. **Email Address:** | [khan.alam@northsouth.edu](mailto:khan.alam@northsouth.edu), saqiful@gmail.com | |
| 1. **Department:** | Management | |
| 1. **Links:** | sqinsu.weebly.com | |

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| Course & Section Information | |  |
| **Class Time & Location** | Section 11 – MW 11 30 to 12 50 (NAC 203) | |
| **Course Prerequisite(s)** | MGT 210 – Principles of Management and BUS 173 – Applied Statistics | |
| **Course Credit Hours** | 3.0 | |
| **Course Description** | This course is designed to introduce the students of the program to the fundamentals of Production Management. With the increases in the global market competition, increased the need for competitive modern production and manufacturing system that can provide quality products to their target markets. This course addresses various functional areas of Production and Operation, and would facilitate students with the tools/techniques used in operations management decisions. | |
| **Course Objectives** | * Understand the dynamics of operations strategy and be able to develop one for a company. * Understand and apply the concepts of process improvement. * Understand the importance of quality management and statistical process control. * Be able to recommend a layout and location for a facility. * Be able to use a variety of forecasting techniques. * Understand the concepts and techniques of inventory management. * Understand the concepts and techniques of project management. * Understand the structure and the logic behind waiting times and lines. | |
| **Student Learning Outcomes** | Upon the successful completion of this course, a student will be able to:   * Analyze the existing operations strategy and/or develop operations strategy for an organization. * Forecast the demand and plan capacity and batch size accordingly for a business. * Draw Gantt Charts/Network diagrams to manage projects/operations. * Use Control Charts to manage quality. * Use queuing models to determine waiting times in a waiting line. | |

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| Learning Resources And Textbook(s) |

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| **Author** | | **Title** | **Edition & Year** | | **Publisher** | **ISBN** |
| William J. Stevenson | | Operations Management | Eleventh Edition (2012) | | McGraw-Hill Higher Education | 0073525251 |
| Nigel Slack  Stuart Chambers  Robert Johnston | | Operations Management | Seventh Edition (2013) | | Pearson Education Limited | 9780273730460 |
| Teaching Strategy | | |

The course will be taught through a mix of lectures, cases, journal articles, assignments and a project. The target is not only to give students a theoretical understanding in the classroom, but also to make them critically appraise the existing models and also apply the models learned in the classroom is real life scenario. The course puts an extensive pressure in learning through experience.

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| Assessment Strategy and Grading Scheme | |
| **Grading tool** | **Points** |
| First Mid Term Exam | 15% |
| Second Mid Term Exam | 15% |
| Final Exam | 20% |
| Case Study (Group) | 10% |
| Course Project (Group) | 25% |
| Individual Assignment(s) | 5% |
| Quiz | 5% |
| Class Participation | 5% |

**The final grade will be a percentage of the accumulation of all points received over the course as follows (e.g.: your earned points/total points), based on the NSU Grading Policy:**

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| 100%-93%=A | 82%-80%=B- | 69%-67%=D+ |
| 92%-90%=A- | 79%-77%=C+ | 60%-66%=D |
| 89%-87%=B+ | 76%-73%=C | 60% or less =F |
| 86%-83%=B | 72%-70%=C- |  |

**Note: This assigned percentage letter grade may be altered at the instructor’s discretion**

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| Class room Rules of Conduct |

1. Cellular phones should be “**turned off’**/“**Silent mode”** during the class.
2. Students are advised to frequently refer to the **Student Handbook of North South University** on the following link:

http://www.northsouth.edu/student-code-of-conduct.html

1. **Academic Integrity Policy:**

Academic dishonesty of any type will not be tolerated. This includes, but is not limited to, plagiarism (copying others work and representing it as our own—in part or in total— without the appropriate citations) and copying others responses during the exams.

In addition, classroom professionalism is to be maintained at all times. This means that when the Instructor is speaking or when Students are presenting their ideas, the classroom should he silent, with the exception of invited questions. As in any academic environment questions are welcome, but informal chatter or communication among class members becomes a distraction for all those in attendance and will not be tolerated.

No talking or other forms of communication with other students will be allowed when exams are being distributed. The ‘no talking’ requirement is enforced during the exam and continues until all students have handed their exam in to the instructor. Any talking during the exam will disqualify you from taking the exam. It is my (and all other professors) expectation that your academic work for the course will be performed without resorting to cheating, plagiarism, lying, and/or bribery. Any student engaging in any of these behaviors will be dealt according to North South University's code of conduct.

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| Exams, QUIZZES & Examinations, Make UP Policy |

Quiz may not be made up for any reason. All exams will be given over the designated class period. The exams must be taken at the scheduled times. Exams may not be made up unless arrangements are made prior to the class period for which they are scheduled. Additional instructions may be provided by your Instructor, and if so, students must comply with such instructions and failure to do so will result in disciplinary actions.

***Cell phones are prohibited in exam sessions.***

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| Group Assignment |

Your project will be divided into several parts and their due dates and details will be announced in the class. You have to submit your project’s parts on the announced due dates.

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| **Late Assignment Policy** |

All student deliverables are due by the end of the class in which it due. Any material delivered after this deadline will be considered as late submission. The instructor reserves the right to penalize late submission.

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| Attendance Policy |

A record of attendance will be kept. If a student cannot attend any class for unavoidable reason, s/he is advised to contact the instructor in advance. E-mail is preferred for urgent communications. Please read the chapter listed on the syllabus before coming to the class. All students are expected to participate in the class. Pro-active participation would be highly appreciated. Per university policy, any student with 6 or more recorded absences will receive a failing grade in the course. Instructors shall have discretion whether late arrivals to class (tardy) will count as absences.

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| **COURSE ADJUSTMENTS** |

The instructor reserves the right to make adjustments in the course requirements consistent with the course’s overall objectives. Total course workload and available time will be considered in any such adjustments. You will be notified at the earliest possible time if changes are to be made.

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| **COMMUNICATION POLICY** |

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| Appropriate Use Policy |

All members of the North South University community must use electronic communications in a responsible manner. The University may restrict the use of its computers and network systems for electronic communications subject to violations of university policies/codes or local laws or national laws. Also, the university reserves the right to limit access to its networks through university-owned or other computers, and to remove or limit access to material posted on university-owned computers.

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| Students With Special Needs |

North South University will provide educational opportunities that ensure fair, appropriate and reasonable accommodation to students who have disabilities/special needs that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact their instructors to ensure that their needs are met. The University through its Special Need section will exert all efforts to accommodate special needs.

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| Students Complaints Policy |

Students at North South University have the right to pursue complaints related to faculty, staff, and other students.  The nature of the complaints may be either academic or non-academic.  For more information about the policy and processes related to this policy, you may refer to the students’ handbook.

**NOTE 1: The course plan is tentative and subject to change as semester progresses, and any change will be communicated accordingly**

**NOTE 2: The instructor reserves the right to make changes to the syllabus if and when necessary.**